



## PLANNING AND ZONING COMMISSION MEETING FEBRUARY 13, 2007

The Planning and Zoning Commission met in regular session at Stafford City Hall at 7:30 p.m. on February 13, 2007.

### **Present:**

Alma Birdwell, Chairman  
Joe Rome, Secretary  
Virginia Rosas  
Felix A. Vega  
Fred Woolridge

Mayor Leonard Scarcella  
Lawrence Vaccaro, Jr., Public Wks Director  
Pam Madrigal, City Engineer  
Gene Bane – Zoning Administrator  
Jo Ann Holloway, P & Z Recording Secretary  
Scott Bounds, Attorney – Olson & Olson

### **Absent:**

Christine Rector  
Joseph Olickan, Vice Chairman

### **1. Roll call.**

All commissioners were in attendance except Joseph Olickan and Christine Rector.

### **2. Discussion and consideration of the January 9, 2007 Planning & Zoning Commission and City Council Special joint meeting minutes.**

**Virginia Rosas made a motion to approve the January 9, 2007 Planning and Zoning Commission and City Council Special joint meeting minutes. Felix Vega seconded the motion, and it carried 5 - 0.**

### **3. Discussion and consideration of the final plat approval of Malloy Subdivision.**

Pam Madrigal showed an exhibit of the plat and described its geographic location. Ms. Madrigal also noted that a Variance Request had already been approved to allow a 28' wide private asphalt roadway, pointed out the easement dedications for future widening of Bates Lane and commented on the Street and Access Agreement granting access to the adjacent 0.049-acre tract and 0.083-acre tract of land owned by Louis Flores, which was part of the City's requirements for approval. Public Works is recommending final approval subject to City Council's approval of a Resolution authorizing the Mayor to sign the Street and Access Agreement.

**Felix Vega made a motion to grant final approval subject to City Council's approval of a Resolution authorizing the Mayor to sign the Street and Access Agreement granting access to the adjacent 0.049-acre tract and 0.083-acre tract of land owned by Louis Flores. Fred Woolridge seconded the motion, and it carried 4 - 1. Joe Rome voted against the motion.**

### **4. (a) Discussion of status of progress of recommendations from Zoning Administrator and City Attorney on proposals to revise zoning ordinance, including A-3 Occupancy areas,**

**creation of a district for the Island areas and other proposed zoning modifications.**

Gene Bane pointed out that at the January 9, 2007 Special joint meeting there was a motion made that Mr. Bane and the City Attorney recommend approaches under zoning regulations to address development of new religious facilities and other A-3 occupancies within the City as well as potential revisions to the zoning ordinance and an SUP check list. The parking ordinance currently requires 1 (one) parking space for four (4) seats; the Zoning Administrator recommends 1 (one) parking space for 2 (two) seats. Mr. Bane expounded on the schedule of parking regulations and summarized that the proposed changes to the parking ordinance would result in additional parking spaces and alleviation of concerns regarding over-flow during crowded periods. Mr. Bane noted that another ordinance is being prepared to amend the building code so that fire sprinklers are required for A-3 occupancies, regardless of the facilities size.

Scott Bounds elaborated further and pointed out that the problem with the building code is that all the 2003 codes are being adopted and other modifications are occurring. Mr. Bounds noted that all the Specific Use Permit (SUP) areas were reviewed, that a check list is being prepared to address all SUP areas and gave examples. Mr. Bounds also explained that these things were being done to provide guidelines.

Gene Bane indicated that rezoning the Island area was also discussed and elaborated on the fact that due to economic impacts, this could be an SEDC project.

Discussion ensued regarding:

- Hiring a planner to help with the development of ideas for the City's development vision
- Aesthetic enhancements to the Island area
- Half of front-end funds possibly reimbursed by the State
- Attracting revenue business to the Island...similar to Sugar Land's retail center (City Walk)
- Surrounding area concerns (unattractive fringes).
- Island area limits
- Planning & Zoning Commission's role in the Island development project

Mayor Scarcella noted that it is extremely important to address economic development and aesthetic enhancement. The Mayor also noted that the SEDC account should not be drained of its funds, but that perhaps an adequate amount of funding could be approved and noted that City Council must approve the project first. The Mayor elaborated on how the process of development should be addressed noting that the original recommendation needs to come from the Planning & Zoning Commission to City Council, then SEDC would be presented with that information for refining and to figure out the best way for funding it in a timely fashion; i.e., to coincide with the completion of US 90A. It was also indicated that SEDC would then hire a planner.

Alma Birdwell expressed concern regarding the need to have a planner who could prepare a design with a smooth transition into the City's desired vision; incorporating colors, landscaping, construction materials, etc.

Discussion ensued regarding:

- Traffic flow upon completion of US 90A
- A workable process for Planning & Zoning to develop a design
- Consultant search - planner to assist with preliminary thoughts such as traffic projections, concepts and ideas
- Premature planning
- Realistic visions
- Construction obstacles and delays

**Felix Vega made a motion to recommend that City Council approve the ordinance amending Chapter 102 zoning, section 124, off-street parking and loading to increase the off-street parking spaces required for religious facilities, cinemas, meeting rooms and other similar places of public assembly. Fred Woolridge seconded the motion, and it carried 5 – 0.**

**5. Report on engineering matters:**

- Stafford/Staffordshire Road project including progress of right-of-way acquisition and preliminary engineering plans.**
- Fifth Street Improvement project.**
- Fort Bend County Mobility projects including Brand Lane, Dulles Avenue and Kirkwood Boulevard improvements.**
- Local street and drainage improvements including status of Missouri City Estates Drainage project.**
- Progress of developments on US 90A Improvement Project including construction activities, current mobility situations and status of Wayside Horn installations.**
- Major Thoroughfare Plan updates.**
- Consideration of appropriate action on items (a) – (f).**

Pam Madrigal gave an overview of the Monthly Status Report.

Fred Woolridge pointed out that due to traffic congestion on US 90A related to the ongoing construction, police officers should be strategically placed during certain hours to direct traffic.

Ms. Madrigal noted that TxDOT would have to pay for police services and it was doubtful that would occur and emphasized that the traffic is going to be congested due to the reduction in lanes.

Mayor Scarcella noted that during the Department Head meeting today, Chief Bonny Krahn commented on the fact that the Police Department is taking a look at the possibility of providing traffic control. The Mayor also indicated that Chief Krahn will be

scheduling a meeting with Public Works to discuss various traffic control options and make a recommendation to City Council.

Discussion ensued regarding inequitable mobility bond funding allocations related to the Dulles Avenue improvements from US 90A to SH 6.

Mayor Scarcella stated that the City should not be strangled in terms of mobility. The Mayor elaborated on the possibility of too many construction projects in-progress at the same time.

Pam Madrigal explained that an updated draft copy of the City's Major Thoroughfare Map was provided in this month's Planning & Zoning package. Ms. Madrigal explained that all of the updates were made except for the suggestion to include a note related to the proposed extension of Cash Road and Stafford Centre Drive across the Texas Industries (TXI) property (east of Stafford Road). Ms. Madrigal stated that when the map updates were last discussed, Mayor Scarcella had suggested adding a note on the map to explain the special circumstances associated with the extension of these two roads across the TXI property. Ms. Madrigal further explained that as part of the TXI railroad spur agreement done in conjunction with the US 90A agreements, the City agreed not to require the extension of these two roads across the TXI property while the TXI spurs are in operation.

Mayor Scarcella suggested that changing the colors of these two streets to differentiate them from the other proposed streets, along with a note explaining the special circumstances, would be appropriate and beneficial for future reference.

The Committee agreed with the Mayor's comments. Ms. Madrigal stated that a final map would be prepared addressing these final comments and would be presented to both Planning & Zoning and City Council next month.

**6. Discussion and possible action to determine whether Commissioners Joseph Olickan and Christine Rector's absence on January 9, 2007 is excused or unexcused.**

**Fred Woolridge made a motion to accept Joseph Olickan and Christine Rector's absence as excused. Felix Vega seconded the motion, and it carried 5 – 0.**

**7. Adjournment.**

**Joe Rome made a motion to adjourn the meeting at 9:10 p.m. Felix Vega seconded the motion and it was unanimously approved to adjourn.**

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Alma Birdwell, Chairman

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Jo Ann Holloway, Recording Secretary